

**HENHAM PARISH COUNCIL**  
**Minutes (unapproved) of a Council Meeting**

Date: Thursday 6th February 2020

Time: 7.30pm

Venue: OSCA, Henham

**Present:** District Cllrs P. Lees and G. LeCount, Cllrs N. Baker, S. Lee, R. Ryan, F. Frindle, D. Marshall, M. Francis, Z. Rutterford, Clerk M. Dacey

**1. Apologies for Absence:** Cllr M. Fisher and County Cllr R. Gooding

**2. Approval of the Minutes of the Last Meeting**

The minutes of the December 2019 meeting were approved and signed by the Chair.

**3. Matters Arising**

**4. Reports and Recommendations**

*Greens and Village Estate – Cllr. Baker:*

- (i) **Tree inspection** - The Arborist has received confirmation of planning permission from UDC on behalf of the Parish Council for permission to deal with the trees which require remedial action. The arborist has inspected the cemetery, allotment and pond trees and his report will be circulated to all Cllrs by the Chair. The Chair has commenced the tender proceed for the remedial works.
- (ii) **Village green outside Poplar Hall** – The stump has been removed and most of the debris has now been removed. The seat will shortly be removed for repair.
- (iii) **Ditches** – It was previously agreed that a review of the ditches should be carried out and an overgrowth maintenance programme established. Cllr Fisher agreed to provide a list of overgrown ditches for review.
- (iv) **Damage to Clematis Villa** – The Chair is attempting to submit a claim at the Small Claims Court against the taxi driver who damaged the footpath sign last Christmas.
- (v) **Greens** – There has been considerable damage to many greens due to lorries, dustbin carts and the wet weather. The Chair will organise a review and survey of repair works in the spring.

**Woodland** – A report was placed in the Dragon. The Parish Council will action the recommendations.

**Village Hall** – It was previously agreed that the results of the asbestos report and flooring report would be required for the Parish Council's review at an EGM prior to any decisions being made regarding the extent of works/funding being agreed. The village hall committee's business plan is awaited by the Parish Council. The asbestos survey and management report at a cost of £1100 plus VAT was carried out on 8th January 2020. The project manager also arranged for the flooring expert to inspect the floor on 8th January 2020 – the reports are awaited and will be circulated to all Councillors for review.

**Speedwatch** – Cllr Frindle has now received permission to conduct Speedwatch along School Lane and Crow Street. Jim Heywood will take over Speedwatch for a few months. Cllrs Ryan and Rutterford will liaise with Cllr Frindle regarding speedwatch along Old Mead Road and Pledgdon Lane.

**PCSO** – The clerk has been liaising with the PCSO as regards setting up a monthly "Coffee with Cops" at OSCA. The proposal is that the Parish Council would then publicise this to encourage attendance by residents. Provisional dates are as follows: Wed 25/3/20-1500-1700, Sat 11/4/20-1500-1700, Thurs 14/5/20-0900-1100, Sat 20/6/20-0900-1100. The Chair and Cllr Frindle will arrange a meeting to discuss this with the PCSO.

**Parish Filing Cabinets** - The chair has reviewed the contents of the existing filing cabinets and will look at quotes for fireproof replacements for review by the Parish Council.

**Remembrance Sunday Road Closure** – The Parish Council thanks Mrs Lafferty-George for organising the paperwork for this year’s road closure.

**Post box on Old Mead Lane** – A resident has complained about the non- replacement of the stolen post box on Old Mead Lane which is affecting the elderly residents who live on the lane and who are unable to access another post box and has asked the Parish Council to lend their support towards the reopening of the post box. It was agreed that Cllr Ryan will liaise with the Old Mead Lane Residents Association and write to Royal Mail to request its reinstatement.

*(ii) Finance*

<b>Receipts</b>				
<u>From Whom</u>	<u>Description</u>	<u>Amount</u>		
SOV 100 Club	November draw	£395.00		
Daniel Robinson & Sons Ltd	Cemetery fees	£650.00		
Ugley Parish Council	Contribution towards Bedwell Road Planning advice fees	£500.00		
<u>To Whom</u> <u>(Invoice no.)</u>	<u>Description</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
M. Dacey	Clerks salary (December)	£386.31	£0.0	£386.31
N. Baker	Refund for Gin for internal auditor x 2 for 2018 and 2019	£40.00	£0.0	£40.00
Gardner Planning Ltd (066.1)	Professional planning advice re Pledgdon Green Farm	£750.00	£150.00	£900.00
Gardner Planning Ltd (064.1)	Professional planning advice re Bedwell Road	£1363.80	£272.76	£1636.56
GJ Cox	Village Christmas tree	£150.00	£0.0	£150.00
Stanley Tee LLP (297631)	Legal fees regarding Deed of Grant advice	£90.00	£18.00	£108.00
L. Beresford (6)	Window and signs cleaning	£40.00	£0.0	£40.00
Railton TPC Ltd (1937)	Transport advice re Fairfield	£1250.00	£0.0	£1250.00
Railton TPC Ltd (1936)	Transport advice re Bedwell Road	£1299.50	£0.0	£1299.50
Roy Bretton (122)	Tree Stump removal fees	£90.00	£0.0	£90.00
Henham Village Shop Association Ltd (H00049)	Post office fees Nov 19 to Feb 20	£2083.50	£0.0	£2083.50
M.Dacey	Clerk’s salary (January)	£386.31	£0.0	£386.31
Thinktrees Ltd (000540)	Further tree report by arborist	£478.00	£0.0	£478.00
Gardner Planning Ltd (060.3)	Chickney Road North planning advice	£2400.00	£480.00	£2880.00
Stanley Tee LLP (304346)	Legal advice re charitable ownership of Village Hall	£606.00	£120.00	£726.00
MBA structures Ltd (1164)	Village Hall Structural inspection	£500.00	£100.00	£600.00
JRB Enterprise Ltd (20721)	Dog Poo bags	£58.04	£11.61	£69.65

Gardner Planning Ltd (055.4)	Planning advice re Bell House Appeal	£5012.15	£1002.43	£6014.58
Paul Mower	Village war memorial and bus stop gardening	£100.00	£0.0	£100.00

**Treasury Management Investment Policy and Strategy 2019/20 – Cllr Fisher – nothing to report.**

**Lloyds Bond** - The bond matured in January 2020 with an interest of £5,297.58. The Chair has renewed the bond for a further 12 months, now at a rate of 1.05%.

Henham Parish Council Receipts and Expenditure records for Quarter 2 of 2018-2019 financial year will shortly be given to Cllr Fisher for approval.

**2020-2021 Precept** – The HPC Income requirement has remained at £39,220, as agreed in the December meeting. The net tax base for Henham (i.e. number of properties paying council tax) has gone up from **637.31 to 648.42**. This has the effect of decreasing ever so slightly the amount of council tax raised per household for the precept; for example, the band D rate for 2020-21 will be £60.49 compared to £60.85 in 2019-20. All bands will decrease by 0.59% for the 2020-21 precept contribution. Paperwork regarding the precept was submitted to UDC on 8 January 2020 by the clerk.

(vi) *Planning and Developments*

**Applications:**

- **UTT/19/3008/FUL** – proposed construction of 2 no. 4 bedroom dwellings with detached garaging, Cedar Cottage Crow Street. Cllrs Lee and Marshall declared an interest in this application and absented themselves from the discussion. Our planning advisor has been instructed to represent the Parish Council's objection to this proposal.
- **UTT/19/2993/OP** – proposed Outline application for the demolition of existing dwelling and outbuildings and erection of 4 no. new dwellings with all matters reserved except access, Cott Moor Old Mead Road – Cllr LeCount declared an interest in this application and absented himself from the discussion.
- **UTT/20/0267/HHF** – proposed demolition of existing brick garage and replace with oak single garage and two car port, March Hill Old Mead Lane
- **UTT/20/0122/HHF** – proposed extension of single storey bungalow to two storey house with amendments to internal layout and roof, Homeleigh Old Mead Lane
- **Proposed 46 Houses at Land East of Mill Road** – Many residents received a flyer on 20th November 2019 regarding a proposed housing development on Mill Road for 46 homes. The developer is inviting residents to comment. Henham Parish Council strongly advises that residents do not respond until a formal application is received and our planning advisors offer advice. If residents respond now, the applicant will deal with your concerns within their application. Henham Parish Council will advise residents further at the appropriate time.
- **BEDWELL ROAD: UTT/19/2266/OP** – proposed Outline planning application for the erection of up to 220 dwellings including affordable housing with public open space, structural planting and landscaping and sustainable drainage system (SuDS) with vehicular access point from Bedwell Road. All matters reserved except for means of access, Land North of Bedwell Road And East Of Old Mead Road Ugley And Henham. The developers have written to the Parish Council and it was agreed that the Chair would respond confirming we do not engage with developers until a formal application is in place.
- **FAIRFIELD: UTT/17/3573/OP Land to The North West of Henham Road - RECONSULTATION**– Henham Parish Council strongly opposes this development of 350 houses and will challenge the re-

consultation which was submitted by Fairfield in mid July 2019. Appeal hearing has been set for 28<sup>th</sup> April for 4 days. Stansted and Ugley Parish Councils have agreed to pay a share of the professional fees in respect of the consultation costs together with Elsenham Parish Council. However, they have not agreed to share any hearing costs which may be in the region of £25,000. Following a discussion it was agreed that the Parish Council has no choice but to continue to vigorously defend its objection, however, it would be looking to save costs where possible as it will be able to liaise with UDC who will be the lead agent.

**Breaches:** none

- **Appeals:**
- **The Bell House, High Street, Henham - Application reference: UTT/18/1811/FUL Appeal reference: APP/C1570/W/19/3231568.** An appeal against the refusal of the development in the paddock at Bell House has been lodged and was heard at UDC on 16 January 2020. HPC was represented by our planning advisor.
- **Erection of 16 no. dwellings with associated garages, parking, and landscaping with new vehicular access to Chickney Road Application reference: UTT/19/0293/FUL Appeal reference: APP/C1570/W/19/3239905.** Written submissions by 8<sup>th</sup> January 2020. Our planning advisor was instructed to represent the Parish Council.
- **Decisions:** None

(iv) *Highways – UPDATE from Cllr LeCount : Cllr LeCount had a meeting with Rissa Long in January 2020.*

Hall Road Henham The Henham Parish Council previously agreed to pay for the installation of a 40mph buffer zone at this site and awaits a further cost quote from Essex Highways. The clerk has chased for this and Essex Highways have now confirmed the cost of construction is now a fixed price of £9,711.74. Correspondence relating to this and the clerk's request for EH to be review their quote was circulated to all Councillors prior to this meeting. We were originally quoted £6k for the construction. The Parish Council has already paid approximately £3500 plus VAT to get to this stage. **Clerk to liaise with Gregg Speller direct re other 3<sup>rd</sup> party quotes. County Cllr Ray Gooding to assist.**

Pledgdon Green Lane Cllr Rutterford wrote to Essex Highways regarding the poor condition of the road and verges due to the diversion route during the Abbotsbridge repairs. Essex Highways are unlikely to agree to the installation of quiet road signage. **It was agreed Cllr Rutterford would liaise with Cllr LeCount regarding an application to Essex Highways for a request for permanent 20mph signage.**

Blocked drains in Old Mead Road - A new online application has been applied for by Cllr LeCount

School Parking at Sages, School Lane, Pimletts and Carters Lane, Henham – The Headteacher previously requested advice from the Parish Council as to how to solve the current parking issues at the school. **Cllr LeCount has met with her again in January 2020 to produce an action plan to deter unsafe parking. It is hoped the PCSO will also be able to assist with this. The request for double yellow lines in the vicinity of the school would need to be made to the North Essex parking Partnership and will need Cllr Gooding's support as the relevant County Member.**

Residents are encouraged to also report any matters to Essex Highways direct via the Essex Highways web site [www.essex.gov.uk/highways](http://www.essex.gov.uk/highways) (details also on the Henham Website), as the more people who complain regarding Highways matters the more likely something will get done.

## 5. Correspondence

Sent/Received: email from developers agent regarding proposed housing by Vernons Close. Correspondence with ELS regarding Vernons Close footpath application. Correspondence regarding ongoing road closures on Chickney Road. Correspondence from co-chair of Village Hall Committee re village website and hall booking link. Letter from Gladman re Bedwell Road development.

Planning Applications - see 4(iii) above

- Clerk – approximately 200 emails in December 2019 and 150 emails in January 2020.

**6. Waste and Minerals Development Issues** – Nothing to report.

**7. Stop Stansted Expansion** – A special Planning Committee meeting was held on Friday 24 January 2020 to consider matters relating to the Stansted Airport planning application. In line with the Council resolution made on 28 June 2019, the UDC Planning Committee met to consider the adequacy of the S106 Agreement – this is the package of legally-binding planning obligations which are attached to the planning permission to off-set its impact – as well as any potential new material considerations since the committee resolved to grant the application in November 2018. The Planning Committee refused the application.

**8. Governance** – Nothing to report.

**9. Local Plan** – This has been rejected by the Local Plan Examination Inspector and we await confirmation from UDC regarding next steps.

**10. Henham SOV 100 Club draw Cllr. Fisher – to be carried out during the March meeting.**

**13. Date of Next Meeting**

The next Parish Council meeting will be held on Thursday 5<sup>th</sup> March 2020, 7:30 at OSCA.

***Mareike Dacey, Clerk***